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| --- | --- |
| LOCATION  Name:  Street Address:  Postal Address: |  |
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| Contact Details:  Name (Decision Maker) :  Mobile Phone:  Landline Phone:  Email:  Are you an existing provider for any Govt agency eg MSD? Housing and Urban Development? HUD |  |
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| OCCUPANCY for next Month – from 23rd March 2020 to 19 April 2020  How many rooms can you provide over the above period  Would the Quarantine occupants be your only occupants? (Can we have sole occupancy)  How would you separate Quarantine occupants from non-Quarantine occupants? (Segregate) |  |
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| Cost of room?  Room rate for 14 and 28 days  Room rate with all-inclusive basic standardised meals 14 and 28 days  Cost of facility?  Is a retainer required?  What would this be? |  |
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| Number of Rooms – Total   * Configuration of rooms – Single, Double, multiple bedrooms ie co-join * Bedrooms – including configurations of beds in each room * Living Space (Separate) * Bathroom * Laundry (washing machines in rooms) * Kitchen facilities * Dining |  |
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| Number of Disability Rooms  (number of these available)  Bed configurations |  |
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| Cooking Facilities? Provision of meals?  What are these? |  |
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| WIFI |  |
| TV – Netflix, Sky etc |  |
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| Layout  Size of complex  Total room number  Rooms per floor  Number of floors  Number of wings |  |
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| INDOOR COMMON AREAS  Restraunts  Bars  Games Rooms  Conference Rooms |  |
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| OUTDOOR SPACE  Kids play area  Garden  Tennis Court etc  General Outdoor facilities |  |
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| Smoking Facilities -location |  |
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| GYM /Fitness Centre space |  |
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| SERVICES  Catering – full or part  Room Service  Laundry Service for linen  Laundry Service for personal items (cost) |  |
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| STAFFING – would you use your own:  Housekeeping Staff  Grounds Staff  Maintenance staff  Catering  Or would you need contractors? |  |
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| SECURITY  Any on site security  General security  Controlled access to rooms, floors etc (authority / powers) |  |
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| CATERGORY  Will you take people who are:  Well – just need accommodation pursuant to Govt. Policy of isolation  Unwell – no COVID diagnosed – no hospitalisation required  COVID positive – no hospitalisation required |  |
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| Car Parking – numbers available  For support staff. |  |
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| Do you have space to support medical and welfare (e.g. conference room) |  |
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| Do you have access/space available for an admin centre, including printers |  |
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| Would your facility take people who are under some sort of guard (Private Security, Police) |  |
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